



## NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES

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# NH Individual Inventory Form Architectural Survey Manual I

## Introduction to Architectural Survey in NH

A *New Hampshire Individual Inventory Form* is used to record and understand the appearance, history, and significance of a building, structure, site, or object prior to listing on the State or National Registers of Historic Places, for a historic resources survey or planning project, or for review and compliance purposes. Different parts of the inventory form may be completed, depending on the purpose of the project and the type of resource involved. Typically, the entire form is filled out for a resource that is more than fifty years old and has not undergone radical change since its construction. Please feel free to call the New Hampshire Division of Historical Resources (NHDHR) if you have any questions as to what parts of the form to complete. The form and these directions are also available on NHDHR's web site, at <http://www.nh.gov/nhdhr/review/ArchitecturalHistoryFormsandManuals.htm>, or by e-mailing a request to [preservation@dcr.nh.gov](mailto:preservation@dcr.nh.gov).

Larger and more complicated properties or survey project areas can be recorded on an area form. The NHDHR Area Form and Manual are available on the web site listed above. An area form is used to describe the architectural and historical patterns that characterize a large project area or potential historic district. A town-wide area form looks at the architecture and history of an entire town or city, setting the framework for individual and district inventory efforts that may follow. A list of completed town-wide area forms is attached in Appendix D. These forms are also available at the NHDHR.

## Special Circumstances and Projects

For some state programs that require historic preservation oversight, a preliminary review with minimal documentation may be appropriate. Please contact the state survey coordinator at 603-271-6435 to find out whether this is appropriate for your program.  
**MINIMAL INFORMATION FORMS WILL NOT BE ACCEPTED WITHOUT PRIOR APPROVAL FROM NHDHR STAFF.**

*Stone culverts can be recorded on a separate form designed just for this resource type. Please contact the NHDHR if you would like to use this form to record stone culverts.*

*Barns may be recorded on the Farm Reconnaissance Form. This is available at [http://www.nh.gov/nhdhr/programs/barn\\_survey.html](http://www.nh.gov/nhdhr/programs/barn_survey.html) or by contacting the NHDHR.*

*Towns or organizations who would like to use volunteers for a survey project should contact NHDHR to discuss their project and options.*

## **Architectural Survey Policy**

One of the NHDHR's primary duties is to collect, organize, and make available the survey information collected over the years. Survey is an ongoing process of gathering information. Definitions of integrity and significance change, and the 50-year, National Park Service-suggested cut-off for "historic" properties is an ever-moving target. Due to this, prior survey information can be a valuable source of research material on a property but may contain outdated or inaccurate assessments of integrity and significance.

For Review and Compliance purposes, research provided in an architectural survey will be considered valid for 10 years. Additional photographs may be required if the property has sustained significant change since the previous survey. Potential district assessments made based on individual inventory forms are subject to change based on additional information by subsequent survey.

For State Register purposes, research, description, and photographic information provided in an inventory form, as well as the determinations of eligibility based on that information, will be considered valid for 3 years. If the property is listed at that time, the State Register listing remains in perpetuity. If an owner chooses not to list the property at the time it is determined eligible, the determination stands for only three years. After three years, additional photos and textual description (section #43) of any physical changes will need to be submitted for the property to be reconsidered for State Register listing.

### **Providing updated information**

If a property has been previously surveyed, new information may be submitted in briefer form, updating the existing information in the appropriate sections of the inventory form and submitting only those pages and sections needed to bring the information up to date. A new page 1 should be submitted for all updated forms.

If the update is to record a demolition of a property, please contact the NHDHR for the proper cover form.

## **Instructions for Completing Individual Inventory form**

These directions follow the same order of the inventory form, arranged numerically. The inventory form is available on the website listed above, in MS Word or PDF formats.

All forms must be completed using letter-quality type, and all labeling should be done with black, indelible ink. Colored inks, pencils, markers, or highlighters should not be used since the colors will not reproduce in photocopies.

The use of glue, white-out, tape or stick-on labels is strictly prohibited. All attachments should be completed with staples.

**Step One:** Contact the NHDHR to obtain an inventory number for your property. This number should be entered at the top of every page and be marked on the back of anything attached to an inventory form (photo or map). You will need the property's street address and town name to obtain the inventory number.

A file search should be performed to determine whether the property has been surveyed previously. Please contact the NHDHR records coordinator at 603.271.6568 to set up an appointment. Further information on our records and research policy can be found at [http://www.nh.gov/nhdhr/review/access\\_archaeological\\_files.htm](http://www.nh.gov/nhdhr/review/access_archaeological_files.htm)

Questions 1-34 provide basic information on the property being recorded and are used to maintain a database of survey information. When asked to use one of the given options, please do. The narrative sections to follow will give an opportunity to elaborate on any of the answers given on this page.

If you are using the Word version, please watch your formatting as you enter information to insure that text does not get bumped into the photo box.

### **Name, Location, Ownership**

- 1. Historic name** If applicable, enter the name most often associated with the property's period of historical or architectural significance (see #45). Other common or more recent names for the property can be listed in the text.
- 2. District or area** If the property is located within a historic district, well-established neighborhood, or project area defined by other inventory work, enter that name. Please contact NHDHR for the growing list of surveyed neighborhoods and historic districts already on file; you may need to visit the files. Please mark local district names as such.
- 3. Street and number** Enter the name and number of the street or road where the property is located. If the property does not have a specific address, give the name of and mileage to the nearest crossroad and the property's relationship to it. Emergency 911 numbering has been completed, so most properties should have an assigned street name and number.
- 4. City or town** Enter the name of the city or town where the property is located. If the property is located in a village or other area with its own named identity, place it in parenthesis after the town or city name, for example, "Concord (Penacook)."
- 5. County** Enter one of ten New Hampshire counties:  
Belknap, Carroll, Cheshire, Coos, Grafton, Hillsborough, Merrimack, Rockingham, Strafford and Sullivan.
- 6. Current owner** Enter the name of the property's current, legal owner. This information is available from the town or city clerk's office.  
**NOTE: If this inventory form is being submitted for consideration for the NH State Register, please complete the Nomination Contact Information Sheet available on the website under "State Register" in addition to the inventory form.**

## **Function or Use**

- 7. Current use(s)** Enter the most specific use listed below, for example, single dwelling, rather than domestic, for a house. Enter as many specific uses as currently apply. If the property's current use is not listed below, enter "other" and explain that use in the text.

Domestic	Museum
Seasonal camp	Outdoor recreation
Hotel or motel	Sports facility
Institutional housing	Theater or auditorium
Multiple dwelling	Agriculture
Single dwelling	Barn or outbuilding
Commerce/Trade	Farm
Business or office	Fish hatchery
Department store	Horticultural facility
Financial institution	Industry
Gas or service station	Blacksmith shop
General store	Communications
Restaurant or tavern	Dam and/or canal
Specialty or retail store	Energy facility
Warehouse or storage	Manufacturing facility
Social	Mine or quarry
Civic	Saw mill
Clubhouse	Waterworks
Meeting hall	Healthcare
Government	Doctor's office/clinic
City or town hall	Hospital
Courthouse	Nursing or rest home
Custom house	Defense
Fire station	Armory
Police station or jail	Battle site
Post office	Fortification
Public works	Military facility
Education	Landscape
College	Conservation area
Library	Forest
Research facility	Garden
School	Monument or marker
Religion	Natural feature
Church or temple	Park or common
Religious residence	Street furniture/object
Religious school	Transportation
Funerary	Air-related
Cemetery or grave	Pedestrian-related
Funeral home	Rail-related
Recreation and Culture	Road-related
Amusement park/zoo	Water-related
Arts facility	Other
Camping or picnic area	Unknown
Fairground or parade	Vacant/Not in Use

- 8. Historic use(s)** As with current use, enter as many historic uses as known, using the above list. Enter "other" for uses not listed and note what they are in the text.

## Architectural Information

- 9. Style** This field applies to buildings. If applicable, enter the building's prevailing architectural style from the choices below. If appropriate, more than one style can be entered. For example, "Federal" and "Greek Revival" can be listed for a Federal style house with an updated Greek Revival entry. The Appendix A shows some of the more common architectural styles in New Hampshire, as applied to houses.

Colonial  
Georgian  
Federal  
Greek Revival  
Gothic Revival  
Italianate  
Second Empire  
Queen Anne  
Stick/Eastlake  
Shingle Style  
Richardsonian  
Romanesque

Late Gothic Revival  
Late Victorian  
Beaux Arts  
Colonial Revival  
Classical Revival  
Dutch Colonial Revival  
Tudor Revival  
Mission/Spanish Colonial  
Revival  
Italian Renaissance  
French Renaissance  
Prairie School

Commercial Style  
Bungalow/Craftsman  
American Foursquare  
Modern Movement  
Art Deco  
Ranch style  
Other  
Unknown

- 10. Architect/builder** Enter the full name of the architect and/or builder, if known. If more than one architect and/or builder is known, enter the name of the principal architect and/or builder and describe the others and their roles in the architectural description section.
- 11. Source:** The source of the architect/builder information should be cited. If the information was found in a book, cite the author's last name and the title. Other common sources include: interviews, original construction plans, owner, research. The full citation should appear in the bibliography.
- 12. Construction date** Indicate the date of construction. Estimated dates should be prefixed with "c." for circa, which allows for ten years on either side of the year given.
- 13. Source** The source of the construction date should be cited. Common sources include: date on building, deeds, directories, historic maps, interviews, original construction plans, owner, research, tax cards and visual analysis. The full citation should appear in the bibliography.
- 14. Alterations, with dates** List dates for additions, major changes, renovations, and rehabilitations. These changes, along with the source of information, should be more fully described in the architectural description section.
- 15. Moved, with date** Indicate whether the primary building or structure has been moved with yes or no, and the date of the move. If known, include a description of the original location, orientation, setting, and reason for and method of moving in the architectural description section.

**Exterior Features** *If you are unfamiliar with the terms in one of the following sections, you may leave it blank. If the building element is comprised of more than one material, list the most prominent one and note the others in the architectural description. Please do not enter descriptive text on this page.*

The following list applies to sections 16-19.

Aluminum	Flush board	Steel
Asbestos	Granite	Stone, unspecified
Asphalt, rolled	Log/plank	Stucco
Asphalt shingles	Marble	Tar and gravel
Board and batten	Metal, standing seam	Vertical board
Brick	Metal (unspecified or other)	Vinyl
Clapboard	Novelty siding	Wood shingle
Cobblestone	Plywood (including T1-11)	Does not apply
Concrete block, plain	Rubble	Other
Concrete block, rusticated	Sandstone or brownstone	Unknown
Concrete, unspecified	Slate	
Concrete, poured		
Fieldstone		

**16. Foundation** Enter one of the building materials listed above.

**17. Cladding** Enter the type of wall cladding on the exterior of the building or structure.

**18. Roof material** Enter the type of roof material. Most buildings in NH have either asphalt shingle or slate roofs. Commercial blocks often have tar and gravel roofs.

**19. Chimney material** Enter the type of material used to construct the chimney. Most chimneys in NH are brick or concrete block.

**20. Type of roof** This field refers to the type of roof on the main portion of a building or structure. Choose one from the list below.

Conical	Gambrel	Saltbox
Cross gable	Hip	Shed
Flat	Jerkinhead	Does not apply
Front gable	Mansard	Other, including none
Gable	Monitor	

**21. Chimney location** This field refers to where the chimney is located on the main portion of a building. Knowing where a chimney is can sometimes be helpful in determining the floor plan of a house. "Interior" means that the chimney is located inside the building's exterior walls. Enter one of the locations listed below.

Both ends, double interior	Façade exterior	Slope
Both ends, single exterior	One end, single exterior	Does not apply
Both ends, single interior	One end, single interior	None or removed
Ell or wing only	Rear wall	Other
	Ridge center	Unknown
	Ridge off-center	
	Ridge paired	

**22. Number of stories** Enter the number of stories, including half stories.

**23. Entry location** This refers to the main entrance on a building. Choose one of the entry locations listed below.

Façade, center  
Façade, center, paired  
Façade, off-center

Façade, off-center,  
paired  
Façade, sidehall  
Multiple main entries

Side elevation(s)  
Does not apply  
Other  
Unknown

**24. Windows** This field refers to the windows in the main part of a building, i.e., the house rather than an ell or attached garage. List as many types of windows as applicable, or leave the field blank if you are unfamiliar with the terms. For double-hung windows, include the sash configuration, such as 6/6 or 2/2. The vast majority of New Hampshire houses have “double-hung” windows, with perhaps a later picture window or a few replacement casement windows. “Mixed” can be used for a building with many types of windows. Under replacement, check no if the windows appear original, or yes if they are replacements, and give the estimated date.

Bay or oriel  
Casement  
Display  
Double-hung  
Eyebrow  
Fixed

Glass block  
Industrial  
Mixed  
Palladian  
Picture  
Queen Anne sash

Round or pointed arch  
Stained glass  
None  
Other  
Unknown

### Site Features

**25. Setting** Please enter the best descriptor of the property’s setting from the list below. The architectural description section of the survey form should more fully describe the property’s natural and manmade landscapes, noting features such as setback, sidewalks, gardens, fields, fences, and the relationship of the surveyed property to others in the area.

Agricultural/farm  
Mixed use neighborhood  
City/town neighborhood  
Commercial artery/strip  
Developing mixed-use road  
Downtown business district  
Forest/wilderness  
Institutional

Other  
Suburban neighborhood  
Rural highway  
Rural local road  
Rural village  
Small town or village center  
Waterfront

## 26. Outbuildings

From the list below, enter the type and construction date, if known, of any outbuildings. These structures and their changing uses should be more fully described in the architectural description; photographs should be included on continuation sheets. Choose from the list below, or enter "other" and name.

Apartment building(s)	Hotel, motel, inn	Shed, unspecified or other
Barn, connected	House	Shed, wagon or carriage
Barn, English	Ice house	Shed, wood
Barn, gable front	Laboratory or research facility	Sheep shed or barn
Barn, gable-front bank	Milk house	Shop
Barn, ground-level stable	Mill building	Silo(s)
Barn, small	Mobile home	Smoke house
Barn, other	Office	Store, unspecified
Carport	Play house	Studio
Carriage house or barn	Pool house	Sugar/sap house
Chapel	Privy or outhouse	Tourist cabins
Chicken coop/poultry house	Quonset hut	Water tower or windmill
Commercial storage building	Schoolhouse	Well or spring house
Garage	Screen house	Workshop
Garage, attached	Seasonal camp or cabin	Does not apply
Greenhouse	Shed, equipment or machinery	None
Horse stable	Shed, storage	Other
		Unknown

## 27. Landscape features

Choosing from the list below, enter all landscape features on the surveyed property and their dates of construction, if known. These features should be more fully described in the architectural description, and photographs should be included on continuation sheets. Choose from the list below, or enter "other" and name.

Arbor	Gate or hitching post(s)	Swimming pool
Barnyard	Gazebo	Statuary
Burial ground	Hedges or hedge rows	Stone walls
Cleared/open fields	Mature trees	Tennis court
Cultivated land	Orchard	Vineyard
Fences or fence posts	Pasture	Wood lot
Foundation	Paths or walkways	Other
Fountain	Patio	
Garden, flower	Pergola	
Garden, vegetable	Pond, river or stream	

## 28. Acreage

Enter the acreage of the entire parcel(s) associated with the surveyed property.

Please **DO NOT** enter square footage. Square footage divided by 43,560 (the number of square feet in an acre) equals acreage.

## 29. Tax map and parcel number

Enter the tax map and parcel number for the surveyed property. List all parcels currently associated with a large property such as a farm.



- 30. UTM reference** Enter one or more Universal Transverse Mercator (UTM) grid references to identify the exact location of the property. If you are unfamiliar with UTMs, please try the online reference [http://www.nh.gov/nhdhr/review/documents/download\\_usgs\\_map.pdf](http://www.nh.gov/nhdhr/review/documents/download_usgs_map.pdf) or contact the NHDHR for assistance. Mapping information is required for ALL inventory forms.
- 31. USGS quadrangle** Enter the name of the United States Geological survey (USGS) Quadrangle on which the property is located, along with the map's scale. Quadrangle maps are usually on file in town or city halls and are available online from NH Fish and Game at [www.wildnh.com/maps/topo.html](http://www.wildnh.com/maps/topo.html)

**Form prepared by**

- 32. Name** Enter the name(s) of the person(s) who prepared this form. This does NOT refer to a land surveyor.
- 33. Organization** If applicable, enter the name of the organization with which the form preparer is affiliated.
- 34. Date of survey** Enter the date that the field work for **this** form was completed. Often this is the date photos were taken.

**Photograph information**

Please review the entire NHDHR photo policy, now Appendix E to this manual, at [http://www.nh.gov/nhdhr/review/documents/appendixe\\_photopolicy.pdf](http://www.nh.gov/nhdhr/review/documents/appendixe_photopolicy.pdf). This policy covers both film and digital format photographs.

**35. Photograph(s)**

The number of photographs needed to document a property can vary, depending on the resource. All important building features, outbuildings, landscape features and setting noted on the front of the survey form should be shown in photographs. A small, simple building on a small lot often can be adequately documented with one photograph showing the façade and one side elevation. Several photographs would be needed to show a farmhouse, its outbuildings and fields. Both the house and its setting (streetscape photographs taken facing both ways) should be photographed in a densely-built historic neighborhood. (In a crowded neighborhood, buildings are often better photographed from across the street.)

Using a soft pencil, label the back of the photograph(s) with the town or city, property address and NHDHR inventory number. Photos should be **stapled** to the inventory form, one on page 1, and the rest on continuation sheets, properly labeled, with a photo key prepared (see #40 below).

- 36. Date** Enter the month and year on which the photograph was taken.
- 37. Reference #** For digital photos, enter the file name here. For film negatives, enter the roll and frame of each photograph.
- 38.** There is no number 38 question. This used to refer to negative storage, and has been deleted from the form.

## **Page 2, Mapping**

*NOTE: Full page (8.5x11) maps may be submitted. Please number them according to the section below, label them with the inventory number, and place them in sequence within the form as pages 2-3, followed by the narrative and photos.*

- 39. Location Map** This map should show the property's location in relation to nearby cross streets and/or a major natural feature, such as a river. Indicate north with an arrow. Copies of USGS maps and town maps work well as location maps, with the property clearly marked.
- 40. Property Map** This map should show the property, as it exists today, as seen in aerial view (looking down at it). Identify all buildings and landscape features listed on page one by name or a letter, as well as street names and the property's historic and current boundaries (see #47 below). Buildings and features that are no longer standing can be indicated with a dashed line. Show north with an arrow. PHOTO KEY: Indicate the location and direction of each photograph included with the form with an arrow and the photo number. This may be done on a separate map if preferred.

## **Narrative Sections**

The next eight sections begin on page three and can continue on continuation sheets as needed. All continuation sheets, including those with photos, should be numbered consecutively. Use as much space as is needed for each section, and then continue with the remaining sections.

### **41. Historical Background and Role in the Town's or City's Development**

Begin this section with a brief chronological history of the property. Starting with a timeline may be helpful and may show where additional research is needed. If available, give specific dates and the proper names of owners, architects or builders, other people and places. Cite the sources of information, such as a town history or family records. Avoid narrating the entire history of the property or giving detailed family genealogies; focus on the events, activities or characteristics that make the property special or significant.

The narrative should then describe ways in which the property relates to the history of the community, region, or state. Place the property in a particular time, place, or course of events. It is often within the larger picture of a community's history that an individual property's historical importance becomes apparent. Is the building an example of mill worker housing in a village that developed around a large textile mill? Is the property a park built through the philanthropy of a mill owner? Was the property built during a period of economic expansion after the railroad arrived in town, greatly increasing manufacturing possibilities? Understanding the context in which this property developed is key to understanding its significance.

Copies of historic maps, drawings, and photographs, attached to continuation sheets with staples, can be used to supplement, but not replace, the historical narrative.

#### 42. Applicable NHDHR Historic Context(s): See Appendix B

Please refer to Appendix B for an explanation of contexts and a full list of the current NH Contexts. Enter the names of the historic contexts that are significant to the surveyed property and are discussed in the text.

#### 43. Architectural Description and Comparative Evaluation

The amount of detail needed in the architectural description depends on the size and complexity of the property and the extent of alterations, additions and deterioration. The narrative should document the evolution of the entire property, describing major changes throughout its development. Refer to the photographs and sketch maps (including, but not limited to, the property map, #40) to supplement the narrative.

Provide a narrative describing the property and its physical characteristics. The narrative should be organized logically, main structures to supporting structures, exterior to interior, and top to bottom or bottom to top.

Begin with a summary paragraph that describes the main building or structure, its use, style, method of construction, size, and significant features. Describe the current condition of the building or structure. If known, describe the building's original appearance, **noting when and where changes occurred**, if known. Include specific facts and, wherever possible, dates. Where information on the original configuration of the building is unknown, note apparent additions, new materials or details, and other changes, with dates, if known.

In additional paragraphs, describe additions to the main building, such as ells and wings, and then describe the property's location, setting, outbuildings, landscape features, and changing uses. All outbuildings and landscape features noted on page one should be described.

The architectural description should conclude with a comparison to other similar local properties, buildings, or structures. Is this example one of many of its style, type, and materials? Is it in an area of similar buildings, or is it relatively unusual in the area? Photographs of comparable properties should be included if they are used to make an argument for or against significance.

For **preliminary inventory forms**, information on changes, non-historic building materials and elements, and character-defining features is key. Additionally, any outbuildings, landscape features, or archaeological features (foundations, stone walls, etc) should be briefly described and noted on the maps. From the list below, focus on C, E, and I.

Guidelines for Describing Properties (from NPS guidance)

- A. *Type or form*, such as dwelling, church, or commercial block.
- B. *Setting*, including the placement or arrangement of buildings and other resources, such as in a commercial center or a residential neighborhood.
- C. *General characteristics*: These include the overall shape of plan and arrangement of interior spaces; number of stories; number of vertical divisions or bays; construction materials, such as brick or wood; wall finish, such as clapboard or shingling; roof shape, such as gable or shed, and structural system, such as balloon frame or post and beam.
- D. *Specific features*, by type, location, number, material, and condition: These may include porches, windows, doors, chimneys and dormers.
- E. *Important decorative elements*, such as finials, pilasters, barge boards, brackets, half-timbering, sculptural relief, balustrades, corbelling, cartouches and murals or mosaics.
- F. *Significant interior features*, such as floor plans, stairways, functions of rooms, spatial relationships, wainscoting, flooring, paneling, beams, vaulting, architraves, moldings and chimney pieces.
- G. *Type, function and location of outbuildings*, with dates, if known.
- H. *Other manmade elements*, including roadways, contemporary structures and landscape features.
- I. *Alterations or changes to the property*, with dates, if known. A restoration is considered an alteration even if an attempt has been made to restore the property to its historic form (see L below). If there have been numerous alterations to a significant interior, also submit a sketch of the floor plan illustrating and dating the changes.
- J. *Deterioration* due to vandalism, neglect, lack of use or weather, and the effect it has had on the property's historic integrity.
- K. *For moved properties*: the date of move; descriptions of location, orientation and setting, historically and after the move; reasons for the move; method of moving, and the effect of the move and the new location on the historic integrity of the property.
- L. For *restored and reconstructed* buildings: the date(s) of restoration or reconstruction; historical basis for the work; the amount of remaining historic material and replacement material; the effect of the work on the property's historic integrity, and for reconstructions, whether the work was done as part of a master plan.
- M. For *properties where the landscape or open space adds to the significance* or setting of the property, such as rural properties, college campuses or the grounds of public buildings: the historic appearance and current condition of natural features, and land uses, landscape features, and vegetation that characterized the property during the period of significance, including gardens, walls, paths, roadways, grading, fountains, orchards, fields, forests, rock formations, open space, and bodies of water.
- N. For *industrial properties*, particularly where equipment and machinery is intact: types, approximate date and function of machinery; the relationship of machinery to the historic industrial operations of the property, and the relationship of the industrial property to its natural environment, for example, a mill's location in relation to a river or dam.

#### 44. Statement of Significance

Under this section, please discuss the property's significance, using the National Register guidelines (below). For most projects in New Hampshire, the test used to evaluate a historic resource is whether it would be eligible for listing on the National Register of Historic Places or the New Hampshire State Register. The State Register is based on, but broader than, the National Register guidance.

Buildings, sites, structures, objects and districts are appreciated as historical resources because of their associations with past events or people, for their design or construction, or for the information they may yield about our prehistory or history. These values are most commonly understood within the realm of historic contexts (see also #42 above). Understanding the context in which an historic resource developed—whether the textile industry or Queen Anne architecture—allows the evaluator to determine the relative significance of the resource, whether at the local, state, or national level.

##### National Register Criteria

- A. Association with events that have made a significant contribution to the broad patterns of our history. If the property is significant under this criterion, the statement of significance should explain how the event or pattern of events made an important contribution to history, and what other types of resources remain to document this contribution.
- B. Association with the lives of persons significant in our past. Under Criterion B, the statement of significance should explain why the person with whom the property is associated is important to the history of the locality, state, or nation. It should also identify other surviving associated properties and their relative role in the life of the person.
- C. If it embodies the distinctive characteristics of a type, period or method of construction, OR represents the work of a master, OR possesses high artistic values, OR represents a significant and distinguishable entity whose components may lack individual distinction, as in historic districts. For Criterion C, the statement should explain why that type, period or method of construction is significant in the architectural development of the locality, state or nation, OR provide sufficient factual information about the career and work of the artist, architect, builder, or landscape architect to demonstrate that the person was accomplished in his or her field, even if the person remains unidentified, OR explain how the property's artistry or craftsmanship fully articulates a particular design concept or aesthetic ideal, OR possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or development.
- D. If it has yielded, or may be likely to yield, information important in prehistory or history, that can only be demonstrated by the actual, physical resource. If the property is significant under this criterion, the statement should explain why the information is important, usually in the form of an archeological research design, laying out an important question, a range of expected data and an explanation of how the expected data can be used to answer the question.

To be eligible, a property must also have integrity for the period for which it is significant (see numbers 45 and 46 below). A complete discussion of National Register Criteria can be found in the NR Bulletin at <http://www.nps.gov/nr/publications/bulletins/nrb15/>

For a determination as to whether a property is eligible for state listing, see also the NHDHR handout "The New Hampshire State Register of Historic Places," online at [www.nh.gov/nhdhr/programs/state\\_register.html](http://www.nh.gov/nhdhr/programs/state_register.html).

#### 45. Period(s) of Significance

Based on the property's historical and/or architectural significance, enter the year or the span of years when these significant events, activities, persons or trends were associated with the property. For properties with architectural importance, the period of significance is usually the date of construction and the dates of any significant alterations and additions. For the site of an important event or historical trend, the period of significance is the time when the event occurred or the span of time when a property actively contributed to the historical trend. Similarly, the period of significance for a property associated with an important person will be the length of time that person was associated with the property (not always the person's entire life). Fifty years ago is used as the closing date for significance where activities began historically and continue to have importance, or when no more specific date can be defined to end the historic period.

A property can have more than one period of significance, for more than one reason. Each can be listed with a brief description. For example, a building can be an important example of the Greek Revival style, with a period of significance of 1840 for its construction date, and also have an historical period of significance of 1840-1880, when it served as the only general store in a town.

#### 46. Statement of Integrity

**Integrity is not the same as condition.** The National Register cites seven aspects of integrity:

**Location:** the place where the historic property was constructed or the place where the historic event occurred.

**Design:** the combination of elements that create the form, plan, space, structure and style of a property.

**Setting:** the physical environment of a historic property, how the property is situated, and its relationship to the surrounding features and space.

**Materials:** the physical elements that were combined during a particular period of time and in a particular pattern or configuration to form a historic property.

**Workmanship:** the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.

**Feeling:** a property's expression of the aesthetic or historic sense of a particular period of time.

**Association:** the direct link between an important historic event or person and a historic property.

When evaluating a potentially historic property, the term "integrity" refers to the property's ability to convey its significance through its physical appearance. For example, a property cannot tell us much about an event that happened in 1800, if it has been so changed since then that no one from 1800 would recognize it. Similarly, a house built in the Greek Revival style cannot tell us much about that style if later renovations have removed all of its original architectural details.

Integrity considerations are always based on why, where, and when a property is important; only after a property's importance is established can its integrity be evaluated. Also, different aspects of integrity may be more meaningful to some types of historic properties than others. For example, integrity of design and materials may be more essential to a building with architectural significance than for a mill site, where location and setting might be vital. And finally, the rarity or poor condition of other extant examples of a type of resource may lessen the need for high levels of integrity.

## 47. Boundary Discussion

### Part A

Discuss the boundary of the area surveyed for this form. For urban properties, this is often a tax parcel.

### Part B

If the property is eligible for the State or National Registers, determine whether the currently associated parcel or parcels was the extent of land historically associated with this property. If it is not, please determine both the historic boundary and the boundary currently being determined eligible. Describe the difference between the two, including pertinent dates.

A property's eligible boundary should be large enough to include all of its historic features, but should not include buffer areas or acreage that has no historical connection to the property. Areas that no longer illustrate the property's history due to changes such as subdivision or development should not be included. Areas that have recently been added to a historic property also should be excluded.

Based on the property's historical or architectural importance, provide a brief description of what its eligible boundary should be, whether just the footprint of the historic building or structure, the current tax map parcel, part of the tax map parcel, or beyond the current tax map parcel. For example, farms often encompass a number of parcels, whereas a bridge's historical boundary usually would only be its footprint and perhaps approaches. As noted above, clearly delineate this boundary on the property sketch map. If the boundary cannot be clearly shown on the property map, attach another map, such as a local tax map, on a continuation sheet, label it, and indicate the boundary with a dark line.

For **preliminary inventory forms**, only complete this section if the property's boundary is more complicated than a tax map number and parcel number.

## 48. Bibliography and/or References

List all sources of information used to prepare this survey form, alphabetically by the author's last name. Do not include general reference works, unless they provided specific information about the property. Each citation should include the title, author, date of publication, publisher and location, and/or repository. If the bibliography is extensive, it may be helpful to organize it by category, such as books, historic maps, deeds and interviews.

Appendix C provides a list of potential research materials and archives.

### Appendices

- A. "A Progression of Popular Domestic Architecture in New Hampshire"
- B. NH Division of Historical Resources Historic Context List
- C. Research sources for New Hampshire historic properties
- D. Town-wide Area Forms Completed and on File at the NHDHR
- E. NHDHR Photography Policy for Architectural Survey